# Vocational Rehabilitation Services Manual C-1200: Supported Employment Services

Revised November 1, 2022

**…**

## C-1204: Purchasing Requirements

Supported Employment Services are purchased through contracted providers only.

For more information on general purchasing policies and procedures, refer to [D-200: Purchasing Goods and Services](https://twc.texas.gov/vr-services-manual/vrsm-d-200).

To ensure accountability and high-quality services to VR customers, VR staff must apply the contracting requirements as published in the Standards for Providers. For information about required outcomes for Supported Employment Services and the fee schedule, refer to [VR Standards for Providers, Chapter 18: Supported Employment Services](https://twc.texas.gov/standards-manual/vr-sfp-chapter-18).

Any request to change to Supported Employment Service Description, Process and Procedure, or Outcomes Required for Payment must be documented and approved by the VR director using the [VR3472, Contracted Service Modification Request](https://twc.texas.gov/forms/index.html) form, before the change is implemented. Examples of when a VR3472 is necessary include when:

* purchasing an SE benchmark service more than once;
* requesting a change in providers in cases where the benchmarks previously achieved are not being paid;
* extending SE services beyond 24 months; and
* purchasing Supported Employment services after the purchase of a Bundled Job Placement Benchmark A-C.

### C-1204-1: Premiums

The following premiums can be purchased with SE services:

* Autism
* Blind
* Brain Injury
* Criminal Background
* Deaf
* Mileage
* Professional Placement
* Wage

Refer to [VR Standards for Providers, Chapter 20: Premiums](https://twc.texas.gov/standards-manual/vr-sfp-chapter-20), for service descriptions to determine whether a specific premium is applicable for a customer as well as the fee schedule.

…